

Technical Assistance Guide for Commonwealth School Improvement Fund 2002 - 2003

Overview

Pursuant to KRS 158.805, the Commonwealth School Improvement Fund (CSIF) was created to assist local schools in pursuing new and innovative strategies to meet the educational needs of the school's students and raise the school's performance level. However, *an exception occurs for the school years 2002 – 2003 and 2003 - 2004 when the priority for the use of the fund shall be to provide technical assistance to identified schools to reduce the achievement gaps among the various groups of students.*

Purpose

During the 2002 – 2004 cycle, the funds are to be used:

- For schools identified as “in need of assistance” (those levels being Level of Assistance 1, 2, or 3) meaning the school's growth accountability index falls below its assistance point
- For reducing achievement gaps in those schools among male and female students with and without disabilities, students with and without English proficiency, minority and non-minority students, and students who are eligible for free and reduced lunch and those who are not eligible for free and reduced lunch
- For addressing the recommendations of Scholastic Audits/Reviews

CSIF Grant Awards

- To be eligible for CSIF, school must be classified as Level 1, Level 2, or Level 3 and must focus the expenditure of funds upon closing achievement gaps.
- The significant differences in reading and math were used to compute the base allocation. The formula provides a base amount to each of the schools falling below the assistance line based on the severity of each school's gap in reading and math.
- That severity was determined through an analysis of each school's accountability scores and of Kentucky's Performance Reports.
- It is the level of the gap and the average daily attendance rate of \$19.42 per child that is used in calculating the total allocation proposed for 2003-2003.

CSIF Grant Award Process

- SB 168 requires that for the 2002 –2004 biennium, CSIF must be spent to reduce the achievement gaps in schools not meeting their goals under the statewide accountability system.
- The intent of the CSIF award is to supplement the funding for school improvement initiatives and strategies specifically targeting achievement gaps, which addresses the conditions of SB 168. These could include

initiatives and strategies already addressed by the SBDM council through analysis of CATS data, activities that are identified as a result of the scholastic audit/review report, or strategies identified in the normal course of SBDM discussions.

- The initiatives, activities and strategies will be added as modifications to the school's Comprehensive School Improvement Plan (CSIP).
- No funds awarded may be used to supplant (replace) funds from any other source.
- Requests for necessary equipment may be approved, however the cost of equipment shall not exceed twenty percent (20%) of the total amount of money awarded and shall be matched by local funds on a dollar for dollar basis.
- Funds will be released upon receipt and approval of the school's amended school improvement plan. The plan must demonstrate the intention to most effectively meet the conditions specified in SB 168 and to address the recommendations resulting from the scholastic audit/review.
- The amended school improvement plan must be sent to Pat Downey in the Office of Leadership and School Improvement at pdowney@kde.state.ky.us. (See enclosed sample CSIP Amendment Form for CSIF available by email)

Timeline for CSIF Grant Awards

- Funds are to be expended or encumbered by June 30, 2003.
- An expenditure report must be submitted to the Office of Leadership and School Improvement by April 25, 2003, to reflect expenditure activity from the effective date through March 31, 2003.
- A final expenditure report must be submitted no later than July 10, 2003, for the period ending June 30, 2003.
- Tentative second year awards are included in the Master Agreement, but only 2003 funds will be disbursed during this fiscal year. This tentative amount is for planning purposes at this time. Disbursement will be addressed at a later date and no 2004 funds will be disbursed until all 2003 funds are expended.

Enclosures

- Award Letter
- Award Notification Form
- Master Agreement
- School and District Budget Forms
- Principal and SBDM Assurances
- Technical Assistance Guide
- Sample CSIP Amendment Form

Related Sites

<http://www.lrc.state.ky.us/kar/703/005/120.htm>

<http://www.lrc.state.ky.us/KAR/703/005/020.htm>

<http://www.lrc.state.ky.us/KRS/158-00/649.PDF>